

To: Joint Committee

On: 29 June 2018

**Report
by
Director Scotland Excel**

Additional Drawdown of Reserves 2018 - 19

1 Introduction

Joint Committee members will note that within the financial statements for 2017/18, an underspend of £90,030 has been reported for the period. At the December 2017 Joint Committee, £70,000 of this anticipated underspend was agreed to be allocated to support the 2018/19 budget.

This paper seeks to allocate the remaining underspend to the 2018/19 budget.

2 Scotland Excel - Office Upgrade

At the December 2017 Joint Committee meeting, members agreed to invest £50,000 for Scotland Excel to undertake the first phase of replacing its office furniture. This task was successfully completed and has been well received by staff and provided additional much needed hot desk space.

Scotland Excel wishes to continue with the furniture replacement and undertake an additional phase. Working with facilities staff within Renfrewshire council, we propose to review the extent of this phase based on available funding and implement an appropriate level of changes.

3 Recommendation

The Joint Committee is requested to approve the drawdown of the remaining £20k from reserves to fund the above projects.